

MEB DOCUMENT CHECKLIST REQUIRED BY PEB (Updated 1 JAN 2008)		
MEB Documents (in this order)		
1		DA Form 5889-R "PEB Referral Transmittal Document"
2		MEB Proceedings (DA Form 3947 or appropriate Interservice/Triservice MEB)
3		NARSUM
4		Additional Medical Documents supporting NARSUM or Addendum (i.e Medication Profile, Photos as appropriate) , Health Record and associated clinical records
5		Physical Exam (DD Form 2808 & DD 2807-1)
6		Physical Profile (DA Form 3349)
PERSONNEL Documents (in this order)		
7		COAD/COAR Request (may provide with either MEB or with informal election)
8		New Commander's Statement(Include copy of MMRB, as applicable)
9		Retirement Orders, amendments and/or revocations
10		Approved LOD Decision (DD Form 261/DA Form 2173) (when required)
11		OERs / NCOERs and or Developmental Counseling- Last three (as applicable)
12		ORB/ERB/PQR/ Officer /Enlisted Record Brief, Personnel Qualification Record or Equivalent
13		LES Leave and Earnings Statement (DFAS Form 702)
14		ACAP Pre-Separation Counseling Checklist (DD Form 2648)
RC/NG Documents		
15		Individual Mobilization Orders to also include extension orders, if applicable
16		ADME/CBHCO Orders
17		Attachment Orders
18		15/20-Year Letter
19		Retirement Points Statement (NGB Form 23 or ARPC Form 249-2-E) – Thru current RYE